



STATE OF IOWA
MASTER AGREEMENT
 Contract Declaration and Execution

EFFECTIVE BEGIN DATE: 05-21-2008
 EXPIRATION DATE: 05-22-2013
 PAGE: 1 of 4

VENDOR:

JAMES GROUP LLC THE
 Ste 260
 110 E Wilson Bridge Rd
 Worthington, OH 43085
 USA

VENDOR CONTACT:

J Kevin Leahy
 PHONE: 614-560-5339 EXT:
 EMAIL: kevin.leahy@jamesgrp.com

ISSUER:

ASHLEY SUPER
 PHONE: 515-281-7073
 EMAIL: ashley.super@iowa.gov

FOB

Contract For: CONSULTING, IT SEE ATTACHED DOCUMENTS

Contract to furnish IT consulting and staff augmentation pursuant to the specifications, terms and conditions of sealed bid #BD80200S102 on file with the Department Of Administrative Services, GSE Purchasing Division, Hoover Building, Level A, Des Moines, Iowa 50319-0105. For complete instructions on how to use this contract, see the attached file regarding rules or contact The Department of Administrative Services, General Services Enterprise. This contract is for all ITQ service categories. Contact: John Conley Business Development Manager The James Group 110 E Wilson Bridge Rd, Ste 260 Worthington, OH 43085 866-357-2995 Office 614-386-2626 Fax john.conley@jamesgrp.com rating: 8.40 PCQT #:

RENEWAL OPTIONS

FROM 05-23-2013 TO 05-22-2015
 FROM 05-23-2015 TO 05-22-2017

AUTHORIZED DEPARTMENT

ALL
 SUB Other Governmental Entities

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		STATE OF IOWA	
CONTRACTOR'S NAME (If other than an individual, state whether a corp., partnership, etc.)		AGENCY NAME	
X THE JAMES GROUP, LLC		IA DEPT. OF ADMINISTRATIVE SERV.	
BY (Authorized Signature)	Date Signed	BY (Authorized Signature)	Date Signed
X J. Kevin Leahy	7-7-08	Lauree Hoang	6/26/08
Printed Name and Title of Person Signing		Printed Name and Title of Person Signing	
X JAMES KEVIN LEAHY, MANAGING PARTNER		LAUREE HOANG, PATH	
Address		Address	
X 110 E. WILSON BRIDGE RD. STE 260 WORTHINGTON OH 43085		1305 E. WALNUT, LEVEL A, DES MOINES IA 50319	



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
1	0.00000	91829	Computer Software Consulting Computer Software Consulting	\$0.000000 \$0.000000



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TERMS AND CONDITIONS**Delivery and Acceptance (cont)**

D. Disposition of Rejected item - The vendor must remove at the vendor's expense any item rejected by the State. If the vendor fails to remove that rejected item, the State may dispose of the item by offering the same for sale, deduct any accrued expense and remit the balance to the vendor.

E. Testing After Delivery - Laboratory analysis of an item or other means of testing may be required after delivery. In such cases, vendors will be notified in writing that a special test is being made and that payment will be withheld until completion of the testing process.

Delivery and Acceptance

When an award has been made to a vendor and the purchase order issued, deliveries are to be made in the following manner.

A. Deliveries - All deliveries are to be made only to the point specified on the purchase order. If delivery is made to any other point, it shall be the responsibility of the vendor to promptly reship to the correct location. Failure to deliver procured goods on time may result in cancellation of an order or termination of a contract at the option of the State.

B. Delivery Charges - All delivery charges should be to the account of the vendor whenever possible. If not, all delivery charges should be prepaid by vendor and added to the invoice.

C. Notice of Rejection - The nature of any rejections of a shipment, based on apparent deficiencies disclosed by ordinary methods of inspection, will be given by the receiving agency to the vendor and carrier within a reasonable time after delivery of the item, with a copy of this notice to the General Services Enterprise - Purchasing. Notice of latent deficiencies which would make items unsatisfactory for the purpose intended may be given by the State of Iowa at any time after acceptance.

Termination-Non-Appropriation

Notwithstanding any other provision of this contract, if funds anticipated for the continued fulfillment of this contract are at any time not forthcoming or insufficient, either through the failure of the State to appropriate funds, discontinuance or material alteration of the program for which funds were provided, then the State shall have the right to terminate this contract without penalty by giving not less than thirty (30) days written notice documenting the lack of funding, discontinuance or program alteration.

Vendor's Property

Notwithstanding provisions of "works made for hire", the vendor shall own all of its pre-existing methods, techniques, and processes, including software and documentation, that it brings to this engagement and shall own all enhancements to these methods, techniques and processes, including software and documentation, that are developed during the course of this engagement ("Vendor's Property") and (b) the vendor shall have the right to retain copies of all materials referred to in "works made for hire" in its files evidencing its services for the Information Technology Enterprise. The vendor agrees to grant the State/ITE a royalty-free, nonexclusive, nontransferable license to use, duplicate and disclose the Vendor's Property for the purposes contemplated by this Agreement.

Works Made for Hire

All information, reports, studies, flow charts, diagrams, and other tangible and intangible material of any nature, whatsoever, produced by the vendor for delivery to the State during the course of this engagement and all copies of any of the foregoing shall be the sole and exclusive property of the State, and all such material and all copies shall be deemed "works made for hire" of which the State shall be deemed the author.

To the extent that the materials are not deemed "works made for hire", the vendor hereby irrevocably grants, assigns, transfers, and sets over to the State all legal and equitable right, title, and interest of any kind, nature or description in and to the materials and the vendor shall be entitled to make absolutely no use of any of the materials except as may be expressly permitted in this Agreement.

Confidentiality

Each party may have access to confidential information of the other party to the extent necessary to carry out their responsibilities under the Agreement and Software License Agreement. Such confidential information shall, at all times, remain the property of the party disclosing the confidential information. Each party shall preserve the confidentiality of the confidential information disclosed or furnished by the other party, and shall maintain procedures for safeguarding such confidential information. Each party shall accept responsibility for providing adequate supervision and training to its agents, employees and any approved contractors and subcontractors to ensure compliance with the terms of this Agreement.

Miscellaneous

The terms and provisions of this contract shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this contract shall be brought in Des Moines, Iowa, in Polk County District Court for the State of Iowa. If however, jurisdiction is not proper in Polk County District Court, the action shall only be brought in the United States District Court for the Southern District of Iowa, Central Division, providing that jurisdiction is proper in that forum. This provision shall not be construed as waiving any immunity to suit or liability, which may be available to the State of Iowa.

If any provision of this contract is held to be invalid or unenforceable, the remainder shall be valid and enforceable.

Performance Monitoring

For all service contracts, the requirements of Iowa Code sections 8.47 shall be incorporated into final terms and conditions of the contract.

Public Records

The laws of the State of Iowa require procurement records to be made public unless exempted by the Code of Iowa.

Independent Contractor

The vendor is an independent contractor performing services for the State of Iowa, and as such shall not hold itself out as an employee or agent of the State.

Hazardous Material



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All packaging, transportation, and handling of hazardous materials shall be in accordance with applicable federal and state regulations including, but not limited to, the Material Safety Data Sheet provision of O.S.H.A. Hazard Communication Standard 29CFR 1910.1200, and Iowa Administrative Code, Chapter 567.

Records Retention

The vendor shall maintain books, records, and documents which sufficiently and properly document and calculate all charges billed to the State of Iowa throughout the term of this Agreement for a period of at least five (5) years following the date of final payment or completion of any required audit, whichever is later. The vendor shall at, no charge, permit the Auditor of the State of Iowa, or any authorized representative of the State (or where federal funds are involved, the Comptroller General of the United States or any other authorized representative of the United States government) to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, papers, electronic or optically stored and created records, or other records of the vendor relating to orders, invoices, or payments documentation or materials pertaining to this Agreement.

Taxes

The State of Iowa is exempt from the payment of Iowa sales tax, motor vehicle fuel tax and any other Iowa tax that may be applied to a specified commodity and/or service. Contractors performing construction activities are required to pay state sales tax on the cost of materials. The Iowa Department of Revenue exemption letter will be furnished to a vendor upon request.

Anti-Trust Assignment

For good cause and as consideration for executing this purchase order, the vendor, through its duly authorized agent, conveys, sells, assigns, and transfers to the State of Iowa all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Iowa, relating to the particular goods or services purchased or acquired by the State of Iowa pursuant to the using State of Iowa agency.

Warranty

The vendor expressly warrants that all goods supplied shall be merchantable in accordance with the Uniform Commercial Code, Section 2-314 and the Iowa Code, Section 554.2314.

Assignment

Vendors may not assign contracts or purchase orders to any party (including financial institutions) without written permission of the General Services Enterprise - Purchasing.

Nondiscrimination

The vendor is subject to and must comply with all federal and state requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.

Immunity of State/Fed Agencies

The vendor shall defend and hold harmless the State and Federal funding source for the State of Iowa from liability arising from the vendor's performance of this contract and the vendor's activities with subcontracted and all other third parties.

Indemnification

To the extent that goods are not manufactured in accordance with the State's design, the vendor shall defend, indemnify and hold harmless the State of Iowa, the State's assignees, and other users of the goods from and against any claim of infringement of any Letter Patent, Trade Names, Trademark, Copyright or Trade Secrets by reason of sale or use of any articles purchased hereunder. The State shall promptly notify the vendor of any such claim.

Title to Goods

The vendor warrants that the goods purchased hereunder are free from all liens, claims or encumbrances.

Subcontractors

The successful vendor shall be responsible for all acts and performance of any subcontractor or secondary supplier that the successful vendor may engage for the completion of any contract with the State. A delay that results from a subcontractor's conduct, negligence or failure to perform shall not exempt the vendor from default remedies. The successful vendor shall be responsible for payment to all subcontractors and all other third parties.

Force Majeure

Force majeure includes acts of God, war, civil disturbance and any other causes which are beyond the control and anticipation of the party affected and which, by the exercise of reasonable diligence, the party was unable to anticipate or prevent. These provisions of force majeure also apply to subcontractors or suppliers of the Vendor. Force majeure does not include financial difficulties of the Vendor or any associated company of the Vendor, or claims or court orders that restrict the Vendor's ability to deliver the goods or services contemplated by this Agreement. Neither the Vendor nor the State shall be liable to the other for any delay or failure of performance of this Agreement caused by a force majeure, and not as a result of the fault or negligence of a party.

Remedies upon Default

In any case where the vendor has failed to deliver or has delivered non-conforming goods and/or services, the State shall provide a cure notice. The notice to cure shall state the maximum length of time the vendor has to cure. If after the time period stated in the notice to cure has passed, the vendor continues to be in default, the State may procure goods and/or services in substitution from another source and charge the difference between the contracted price and the market price to the defaulting vendor. The State's Attorney General shall be requested to make collection from the defaulting vendor.

Incorporation

The Request for Proposal and/or bid documents for this project and the vendor's proposal in response to the RFP or Bid together with any clarifications, attachments, appendices, or amendments of the State or the Vendor are incorporated into this Contract by reference as if fully



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set forth in this Contract.

N60

NET 60 DAYS



CONTINUOUS

INVITATION TO QUALIFY

Response to ITQ # BD80200S102, Version 1.0

FOR:

Information Technology Consulting Services
and IT Staff Augmentations

TO: Ashley Super, Purchasing Agent III

Iowa Department of General Services (DGS)
Hoover STATE Office Building – Level A
Des Moines, IA 50319-0105

FROM: The James Group, LLC

110 East Wilson Bridge Road, Suite 260
Worthington, OH 43085

Response for Categories:

- 1 – Strategy / Vision / Consulting
- 2 – Project Management
- 3 – Design / Planning
- 4 – Developing
- 5 – Testing
- 6 – Implementation
- 7 – Training
- 8 – On-Going Support
- 9 – Administration



C O V E R L E T T E R

December 21, 2007

Ashley Super
Purchasing Agent III
Iowa Department of General Services
Hoover State Office Building – Level A
Des Moines, IA 50319-0105

RE: ITQ #BD80200S102 Version 1.0

Dear Ms. Super:

The James Group is pleased to present the State of Iowa with this Invitation to Qualify (ITQ) for Information Technology Consulting Services. We are enthusiastic about initiating a relationship between The James Group and the State of Iowa for both Consulting Services and IT Staff Augmentation.

As requested in the ITQ we have prepared, for submittal, the required documentation to be considered by the State of Iowa as a Service Provider. We are confident that The James Group will meet and succeed the mandatory requirements as demonstrated in this response.

The James Group is a growing, dynamic company headquartered in Columbus, Ohio. We have a staff of proven business leaders and senior technical professionals with decades of public and private sector experience. Our flexible consulting approach allows us to apply our team to the lifecycle of your project or to provide specialized staff to augment your existing team. Our proven project management methodology is founded on continuous communications to ensure project success. Our methodology includes: assessing, designing, developing, delivering and supporting business solutions...*with character*.

John Conley is the contact person for this quote and has the authority to answer questions and to schedule dates for any meetings if deemed necessary. The following is Mr. Conley's contact information:

John Conley
110 East Wilson Bridge Road, Suite 260
Worthington, OH 43085
Mobile Phone: (614) 499-8539
Office Phone: (614) 417-1563
Fax Number: (614) 386-2626
Email: john.conley@jamesgrp.com

I am confident you will find The James Group highly qualified and experienced in all nine categories of Computer Programming and System Analysis. We look forward to serving State of Iowa agencies with their information technology needs.

Best Regards,

J. Kevin Leahy, Managing Partner
The James Group

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NON - COLLUSION STATEMENT

NON-COLLUSION AFFIDAVIT

I, the undersigned, am the person responsible for the preparation of and cost data contained in this response submitted to the STATE in response to this ITQ and certify that:

Cost data has been arrived at independently and without consultation with any other party.

No information regarding this response content has been disclosed to any other party that may be or may potentially be responding to the ITQ with a response.

No attempt has been made to induce or to refrain any other party in responding to this ITQ or to influence the content of their response.

This response and subsequent proposal(s) submitted by my firm to RFPs referring to this ITQ is made / will be made in good faith and not pursuant to any discussions / agreement with any other party.

My firm and its affiliates, subsidiaries, officers, directors and employees are not currently under investigation or been convicted for any act prohibited by federal law involving conspiracy or collusion with respect to bidding on public ITQ and related POs, except as follows:

I understand that any miss-statement in this affidavit is and shall be treated as fraudulent concealment from the STATE of the true facts relating to the response submission for this ITQ.

Name: J. Kevin Leahy Position: Managing Partner

SIGNATURE: _____ Date: _____

Representing COMPANY NAME: The James Group

SWORN TO AND SUBSCRIBED BEFORE ME THIS DAY _____ OF 2007.

NOTARY PUBLIC _____



LOBBYING CERTIFICATION

LOBBYING CERTIFICATION FORM

FOR ITQ AND RELATED POSS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of her or his knowledge and belief, that

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with the awarding of any federal contract or agreement, or the making of any federal grant, loan, or co-operative agreement.

If any funds other than federal appropriated funds have been paid to any person for influencing or attempting to influence the making of federal contracts or federal grants, loans, co-operative agreements, the undersigned will submit full disclosure of lobbying activities showing all details and supporting documents.

The undersigned will require any or all subcontractors to submit a separate lobbying certification and disclosure accordingly.

SIGNATURE: _____ TITLE: Managing Partner

COMPANY NAME: The James Group DATE: _____



REFERENCES RELEASE

Each prospective Vendor shall submit a signed release with its response to the RFP that permits representatives of the State to contact the prospective Vendor's references and other persons or entities for whom the prospective Vendor performs and has performed services.

The James Group, LLC hereby agrees to permit representatives of the State of Iowa to contact The James Group's references, and other persons or entities for whom The James Group performs and has performed services, pursuant to the evaluation of The James Group's December 21, 2007 Response to ITQ #BD80200S102, Version 1.0.

Signature: _____

Name (printed): J. Kevin Leahy

Title: Managing Partner

Date: December 21, 2007

MANDATORY AGREEMENT QUESTIONNAIRE

1. Do you agree that the contents of your proposal(s) will become part of any resulting ITQ and related POs and can not be held confidential? YES ☒ NO ☐
2. Do you agree to submit one original of your proposal, together with two (2) copies and an electronic soft copy on diskette? YES ☒ NO ☐
3. Will you include at least three (3) client references and agree you must attain acceptable scores from references for each service category you are attempting to qualify for? YES ☒ NO ☐
4. Do you agree that you must maintain an acceptable rating by each agency you do work for in order to remain pre-qualified for each service category? YES ☒ NO ☐
5. Do you agree to abide by agency specific requirements as outlined in section 1-25? YES ☒ NO ☐
6. Do you agree that your response will remain valid for at least 120 business days and duration of ITQ and related POs? YES ☒ NO ☐
7. Are you a TSB or do you currently have or have had a contracting role in three (3) projects for each of the categories you are attempting to qualify for? YES ☒ NO ☐
8. Do you agree that if the STATE finds any part of your response to be false, you will be placed on temporary suspension from doing business with the STATE? YES ☒ NO ☐
9. Do you accept the requirements stated in sections 1-19 and 1-21? YES ☒ NO ☐
10. Will you provide all documents of proof of insurance as required by this ITQ and any related POs? YES ☒ NO ☐
11. Are you aware that the STATE will conduct any and all background checks it deems necessary? YES ☒ NO ☐

COMPLETED BY: J. Kevin Leahy

List of Clients / Survey Recipients

Reference One – Ohio Department of Commerce

REFERENCE SURVEY FORM

SP Name: The James Group

Referring Client Name: Rod Houpe
Chief Information Officer

Contact Information: Ohio Department of Commerce / Department of Liquor Control
6606 Tussing Road
Reynoldsburg, OH 43068
Phone: (614) 644-5683
Fax: (614) 644-2050
Email: rod.houpe@com.state.oh.us

ITQ Service Category: 1 – Strategy / Vision / Consulting
3 – Design / Planning

Name and Description of Project: Licensing Imaging and Tracking System (LITS)

The James Group helped the Department of Commerce by implementing an Integrated Document Management System that replaced the existing “LITS” system. The first step was to change the Department of Liquor Controls existing system over to the new Integrated Document Management System. The new system has many capabilities, including document/file creation and management tools that organize, import/export, provide version control, security, logs, text search, storage management, and more. The software allows organizations to capture, store, manage and distribute all forms of data and digital content, including scanned paper documents, and rich media, along a specific business process or work flow. The main application was developed in VisualAge using VisualBuilder and C++ code. Jbuilder was also used to compile some JAVA scripting.

Department of Commerce also wanted over 11 million documents converted from IBM format to a more widely accepted format. Because of the hardware constraints and physical limitations, this conversion was the most critical component of the project and would dictate and measure the success of the project.

Start Date of Project: June 2005

End Date of Project: July 2006

Brief Description of Project Scope:

Project Objectives

- Replace the existing Content Management system with one that could meet future needs for digital document retention and process automation in a cost effective manner.
- Create a new work flow system with increased functionality and quicker retrieval times.
- Convert over 11 million documents from IBM's proprietary file format MODCA to a more widely accepted format of TIF.

Outcomes and Successes

- The new system allowed for a new business work flow that streamlined the business process.
- Created a new application with a new graphical user interface that allowed for new functionality and requirements and designed by the client.
- Converted over 11 million documents from MODCA to TIFF file formats was a great success. The conversion of these files took over 6 months and was completed on time in order for the new system to go live.

Reference Two – Ohio Secretary of State

REFERENCE SURVEY FORM

SP Name: The James Group

Referring Client Name: Bob Mangan
Chief Information Officer

Contact Information: Ohio Secretary of State
180 East Main Street
Columbus, OH 43215
Phone: (614) 466-1807
Fax: (614) 995- 5395
Email: bob.mangan@sos.state.oh.us

ITQ Service Category: 1 – Strategy / Vision / Consulting
2 – Project Management
3 – Design / Planning
4 – Developing
5 – Testing
6 – Implementation
7 – Training
8 – On-Going Support

Name and Description of Project: Ohio Secretary of State Election Night Reporting System

Technical Project Manager and Program Director for Ohio Secretary of State Election Night Reporting System. Implemented a mission critical web presence and reporting system for the Secretary of State that supports over 80 million web hits, gigabit network utilization, and Quality of Service in excess 99.99%.

Start Date of Project: July 2007

End Date of Project: Ongoing

Brief Description of Project Scope:

Delivered a mission critical reporting system for the Secretary of State that supports over 80 million web hits, gigabit network utilization, and Quality of Service in excess 99.99%. First deliverable was for the November 2007 elections. Ongoing deliverables for future elections through 2008.

Reference Three – Ohio Rehabilitation Services Commission

REFERENCE SURVEY FORM

SP Name: The James Group

Referring Client Name: Michael Brinkman
IT Team Leader

Contact Information: Ohio Rehabilitation Services Commission
400 East Campus View Blvd.
Columbus, OH 43235-4604
Telephone: (614) 438-1960
Fax: (614) 785-5032
E-mail: mike.brinkman@rsc.state.oh.us

ITQ Service Category: 3 – Design / Planning
4 – Developing
5 – Testing
6 – Implementation

Name and Description of Project: RSC NET Conversion Database Migration

The James Group was brought into Rehabilitation Services for guidance and consulting services in building a new production Real Application Cluster, a development Real Application Cluster, and a management server. This engagement entailed installation of the Linux SuSe operating system, configuring storage, installation of Oracle Database 10.2.0.1 on a 3-node production cluster, installation of Oracle Database 10.2.0.1 on a 2-node development cluster, installation of Oracle Grid Control 10.2.0.2 on a stand alone server, and installation of Oracle Grid Control agents on all servers. Automatic Storage Management (ASM) was used for database storage. Once the clusters were built, The James Group created multiple 10.2.0.1 databases on both clusters. Backup and Recovery Strategies were devised and implemented using Oracle Grid Control. The James Group also built a Data Guard configuration and standby database on the development cluster for the primary production database. They patched up the Oracle Homes with Critical Patch Updates, upgraded the clusters to version 10.2.0.2, and applied vital patches to the homes for the Daylight Savings Time change of 2007. After a period of functional testing and assisting the System Administrators with implementing a suitable tape backup system, The James Group had to come up with a way to migrate RSC's 400 gigabyte database from a single 9.1.x database on a VAX server to the 3-node production cluster. This entailed using a series of pipes and data pump across the network. A process that would have taken over 48 hours to complete was reduced to 15 hours using this process. In summary, The James Group was given 6 linux servers and told to build a high availability enterprise for the critical production environment and the project was successful.

Start Date of Project: August 2006

End Date of Project: February 2007

Brief Description of Project Scope:

Project Objectives

- To take the RSC VMS database and migrate it to a Linux rack database.
- The rack was intended to provide scalability, fall tolerance, and performance.

Outcomes and Successes

- The project went according to plan.
- The customer reported noticing a significant performance gain.
- The James Group was able to accomplish in a weekend what was projected to take a week and still turn out the highest quality result.
- The money that RSC will save in maintenance fees for one year is enough to cover the cost of this project

Reference Four – Ohio Bureau of Criminal Investigation

REFERENCE SURVEY FORM

SP Name: The James Group

Referring Client Name: Lori Osborn
IT Project Manager

Contact Information: Attorney General, State of Ohio
Ohio Bureau of Criminal Identification and Investigation
P.O. Box 365
London, OH 43140
Phone: (740) 845-2111
Cell: (614) 206-7249
Email: LOsborn@ag.state.oh.us

ITQ Service Category: 4 – Developing
7 – Training

Name and Description of Project: AFIS Application Express Training and Development

Provide standardized training to the Ohio Attorney General's (OAG) office. The focus on the training is Oracle Application Express feature and functional components, as well as, development assistance in reporting against AFIS.

In addition to training The James Group will also supply pre-training or post-training as well as development assistance and code review of the needed report development.

The James Group will also provide all training materials and instruction.

Start Date of Project: August 2007

End Date of Project: December 2007

Brief Description of Project Scope:

- Deliver training plan, training materials and calendar of training dates and times. The James Group will conduct the training classes and pre-training and post-training.
- Work with OAG staff members to develop framework components to leverage best

practices for authorization and authentication.

- Work with OAG staff members to develop a development library that house core components that the OAG can leverage from application to application.
- Work with OAG staff members to develop some initial applications and reports to reinforce the material covered in the Training Classes.

Reference Five – Northwest Ohio Computing Association (NWOCA)

REFERENCE SURVEY FORM

SP Name: The James Group

Referring Client Name: Duane Baker
Director, Planning and Research

Contact Information: Northwest Ohio Computing Association (NWOCA)
22-900 State Route #34
Archbold, OH 43502
Phone: (419) 267-5565 Ext. 2519
Fax: (419) 267-5222
Email: baker@nwoca.org

ITQ Service Category: 7 – Training
8 – On-Going Support
9 – Administration

Name and Description of Project: Data Driven Decisions for Academic Achievement
Extraction, Transformation, and Loading Services (D3A2)

Provide standardized training to 23 Ohio Information Technology Councils. The focus of the training encompasses the Education, Transformation and Load (ETL) processing from Education Management System (EMIS) and assessment vendor files into the D3A2 standardized data model. Provide support and service to NWOCA for D3A2 data migration and operations.

Start Date of Project: June 2007

End Date of Project: June 2010

Brief Description of Project Scope:

- Provide standardized training to 23 Ohio Information Technology Councils.
- Provide pre-training or post-training support.
- Responsible for scheduling and hosting training classes.
- Provide training materials and instruction.
- Provide support and service on a time and materials basis to NWOCA or supplemental staffing for D3A2 data migration and operations.
- Provide service and support for 3 years to perform the data loading into D3A2 systems for a school district.

PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1 – Strategy / Vision / Consulting

1. How do you intend to provide the resources required by this ITQ?

The James Group understands the importance of integrating high quality technical skill-sets within an established team environment to produce the best end product for our clients. The James Group has a core business model to assess, communicate, develop, and follow through on their project development.

The James Group currently is staffed to meet all our customer's needs. When a need is identified, our SP contract administrator will find the appropriate match to fill the needed opening. The most qualified consultant will be selected based upon the match of skill sets, availability and location of the consultant. The profile of the consultant selected will be sent to the requesting department and an interview will be arranged between the consultant and the requester, if necessary.

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Telecommunications wide area network	Extensive	Extensive	YES	YES
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Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

2 – Project Management

The James Group utilizes a multifaceted approach to project management that works in conjunction with the objectives of the project. We believe that communication is integral to project success. Our project management processes provide a strong communication system throughout the life of the project.

We bring the following project management tools to your project:

- Project Plan (tasks/milestones/resources/effort/duration)
- Critical Success Factors
- Issue Tracking (prioritized High, Medium, & Low)
- Status Reports (Weekly with key personnel)
- Change Management (implemented after variance is identified)

We create a project plan with milestones and tasks that assist us in creating a schedule for all of the project team members to follow and report status. We estimate the effort and duration for each task and report our time against these. Via weekly status reports and meetings, we detail overall project percentage complete.

Critical Success Factors are identified from the project objectives and requirements. During the lifecycle of the project, we manage customer expectations by continually tracking and reporting on issues and any project variances. This process is done with high interface with the client.

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IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

3 – Design / Planning

The James Group provides services which give you the ability to leverage a common infrastructure that will share data and connect processes between multiple systems or applications. We develop applications and infrastructure by combining core components to support your key business functions and processes. Applications may reside on different hardware operating systems across multiple platforms. We also utilize automated tools to generate code and test systems. We create prototypes and documentation that provide clear design requirements and confirm business operations and database design accuracy.

With our design / planning services, as with all our services, we employ full lifecycle methodologies and project communication strategies throughout the project.

Our Systems Architecture services include:

Requirements Analysis

- Requirements Identification
- Functional Requirements
- Technical Requirements
- Organizational Requirements
- Standards Compliance
- Test Plans & Procedures
- Code Change Control Procedures

Preliminary Design

- Functional Description
- Technical Assessment
- Cost-Benefit Analysis
- Risk Analysis
- Concept of Operations
- Logical Database Design
- Hardware Architecture
- Software Architecture
- System Interface Specification and Definition

Detailed Design

- Software Component Specification
- Hardware Component Specification
- Physical Database Design
- Requirements Traceability
- Implementation Planning
- Data Dictionary
- User Interface Design

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Graphic / web design	Extensive	Extensive	YES	YES

4 – Developing

The James Group provides design and construction of small and simple to large and complex IT projects. Our solutions are not just about the implementation of IT alone. We also create processes and business procedures which encompass business process re-engineering.

We can design and construct enterprise solutions (ERP), select and implement Customer Relationship Management systems, identify and implement data warehousing system and data mining strategies, and design web data and interface applications. We are experienced with numerous languages, environments, tools and databases.

We employ industry or homegrown lifecycle management methodologies to ensure project success. Our professionals are trained project managers with extensive business and technology experience.

Our application development services include:

- Requirements Analysis
- System Design and Analysis
- Software Selection, Development, Deployment and Support
- System Configuration and Management
- Programming and Testing
- Business Process Design and Reengineering
- User Interface Design and Development
- Win32 GUI Application Development
- Full Life Cycle Methodology
- Project Management

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Application Development Tools	Extensive	Extensive	YES	YES
End User Tools	Extensive	Extensive	YES	YES
Structure and Methodologies	Extensive	Extensive	YES	YES

8. What general software applications have you experience in?

The James Group has extensive experience in general software applications including, but not limited to the following:

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- MS Access
- MS Visio
- MS Excel
- MS Powerpoint
- MS Publisher
- MS Project
- Powerbuilder
- Open Office Writer
- Open Office Calc
- Open Office Impress
- Open Office Draw
- Open Office Base
- Open Office Math
- Photoshop
- Corel
- Adobe Creative Suite

9. Please describe any experience and deployed solutions in each of the following specific technologies below.

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Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
Help Desks solutions / technologies	Extensive	Extensive	YES	YES
Data development	Extensive	Extensive	YES	YES
Data Analysis	Extensive	Extensive	YES	YES
Data modeling	Extensive	Extensive	YES	YES
Facilitating and consulting	Extensive	Extensive	YES	YES
Photogrammetry and remote sensing	N/A	N/A	N/A	N/A

Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
Data collection and clean up mapping	Extensive	Extensive	YES	YES
GIS /ESRI Software Mapinfo	Extensive	Extensive	YES	YES
Electronic Commerce / EDI	Extensive	Extensive	YES	YES
Document management	Extensive	Extensive	YES	YES
Telecommunications wide area network	Extensive	Extensive	YES	YES
Biometrics	N/A	N/A	N/A	N/A
Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

5 – Testing

Testing is an intricate part of any project The James Group leads or is a member of. We analyze our customer's business requirements and technical specifications to determine and build the best test plan for our customer. We will execute the test scripts, track, document, and resolve any issues. Our testing staff will utilize in-house software or integrate any customers existing software.

Some of our testing services include:

System Testing

- Unit Testing
- Customer Acceptance Testing
- Configuration Audits

Configuration Management

Quality Assurance

1. How do you intend to provide the resources required by this ITQ?

The James Group understands the importance of integrating high quality technical skill-sets within an established team environment to produce the best end product for our clients. The James Group has a core business model to assess, communicate, develop, and follow through on their project development.

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3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

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These partnerships along with working with various recruiting agencies will ensure that we will have the experienced skill sets required to meet the needs of the State of Iowa.

4. Describe your company's ability to uniquely address problems and issues related to the service category.

Some vendors propose IT solutions without consideration for the existing or future business processes and operations of the client. This is not the case at The James Group, where professionals are skilled in both business and technology and take great care and

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We also work to ensure the long-term success of your system by providing business continuity planning and disaster recovery preparedness services.

5. Describe your company's practices in adopting client policies and methods.

The James Group takes the time to consider your existing environment along with your business goals and strategies. The James Group has worked with very diverse clients and has adapted well to the various scenarios we have encountered. We are a very flexible organization that can easily adapt to policies, procedures, methods and software that our client is currently following and using. The James Group may change some of its procedures to suit the client's policies and methods. We are a relationship oriented company and do not hesitate to go the extra mile to strengthen the relationship with our clients and ensure their needs are being met.

6. List each type / brand of operating system / communication system you are experienced with in each category below and make comments.

a. Mainframes:

- IBM OS/390
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d. Desktop:

- Microsoft Windows (various versions)
- LINUX
- VMware ACE
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- MS Terminal Server
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e. LAN:

- Novell
- TCP/IP protocols
- Microsoft
- LINUX

f. Languages and DBMS:

- C#
- MS Visual C++
- Java
- JavaScript
- Visual Basic 6.0
- VBScript
- T-SQL, PL/SQL
- MS SQL
- MySQL
- HTML

f. Languages and DBMS - continued:

- XML
- UNIX Shell Scripting
- Cold Fusion
- APEX – Oracle Application Express
- Delphi
- PHP
- Pearl
- RDBMS
- Oracle
- Powerbuilder

Listed below is the extent of knowledge and training The James Group can offer for each of the following categories.

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Client / Server / Distributed Systems	Extensive	Extensive	YES	YES
Desktops	Extensive	Extensive	YES	YES
LAN	Extensive	Extensive	YES	YES
Languages and DBMS	Extensive	Extensive	YES	YES

7. Describe your products / experience with Databases.

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Data modeling	Extensive	Extensive	YES	YES
Facilitating and consulting	Extensive	Extensive	YES	YES
Photogrammetry and remote sensing	N/A	N/A	N/A	N/A

Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
Data collection and clean up mapping	Extensive	Extensive	YES	YES
GIS /ESRI Software Mapinfo	Extensive	Extensive	YES	YES
Electronic Commerce / EDI	Extensive	Extensive	YES	YES
Document management	Extensive	Extensive	YES	YES
Telecommunications wide area network	Extensive	Extensive	YES	YES
Biometrics	N/A	N/A	N/A	N/A
Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

6 – Implementation

The James Group will analyze our customer's business requirements, technical specifications and end-user requirements to build and deploy the best plan for our customer.

Some of the services The James Group offers in the implementation area are:

System Implementation

- Software Development
- Software Integration
- Hardware Integration
- Unit and Module Testing
- Integration Testing
- Database Population

1. How do you intend to provide the resources required by this ITQ?

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4. Describe your company's ability to uniquely address problems and issues related to the service category.

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- UNIX / LINUX / BSD
- HP 9000
- HPUX
- IBM RS/6000
- Solaris
- AIX
- Tru64
- VMware

c. Client / Server / Distributed Systems – continued:

- Oracle VM
- Xen
- Citrix

d. Desktop:

- Microsoft Windows (various versions)
- LINUX
- VMware ACE
- VMware VDI
- MS Terminal Server
- Citrix

e. LAN:

- Novell
- TCP/IP protocols
- Microsoft
- LINUX

f. Languages and DBMS:

- C#
- MS Visual C++
- Java
- JavaScript
- Visual Basic 6.0
- VBScript
- T-SQL, PL/SQL
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8. What general software applications have you experience in?

The James Group has extensive experience in general software applications including, but not limited to the following:

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- MS Access

General Software – continued:

- MS Visio
- MS Excel
- MS Powerpoint
- MS Publisher
- MS Project
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- Open Office Writer
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Data Analysis	Extensive	Extensive	YES	YES
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Photogrametry and remote sensing	N/A	N/A	N/A	N/A
Data collection and clean up mapping	Extensive	Extensive	YES	YES
GIS /ESRI Software Mapinfo	Extensive	Extensive	YES	YES
Electronic Commerce / EDI	Extensive	Extensive	YES	YES
Document management	Extensive	Extensive	YES	YES
Telecommunications wide area	Extensive	Extensive	YES	YES

Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
network				
Biometrics	N/A	N/A	N/A	N/A
Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

7 – Training

The James Group knows that training and knowledge transfer is essential for the success of any project. We will develop, deliver and execute a training package built on our customer's unique needs. The delivery of your training package can be in a classroom setting or an online / CBT course.

1. How do you intend to provide the resources required by this ITQ?

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Telecommunications wide area network	Extensive	Extensive	YES	YES
Biometrics	N/A	N/A	N/A	N/A
Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

8 – On-Going Support

The James Group knows that ongoing support for our customers is the key to the success of your business. Our staff is qualified to provide technical support via phone, onsite at your location, on an as needed basis or through a service level agreement. We will customize a support plan that will meet your needs.

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Midrange / Minicomputers	Extensive	Extensive	YES	YES
Client / Server / Distributed Systems	Extensive	Extensive	YES	YES
Desktops	Extensive	Extensive	YES	YES
LAN	Extensive	Extensive	YES	YES
Languages and DBMS	Extensive	Extensive	YES	YES

7. Describe your products / experience with Databases.

The James Group has extensive experience with most types of databases which include: SQL Server, Oracle, and MS Access. We use a variety of end user tools which include: .Net Studio, IBM Websphere Developer Studio, Symantec Visual Café, MS Visual Developer Studio 6.0 and Cold Fusion Studio 5.0.

Listed below is the extent of our knowledge and training The James Group can offer for each of the following categories.

Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
Administration	Extensive	Extensive	YES	YES
Application Development Tools	Extensive	Extensive	YES	YES
End User Tools	Extensive	Extensive	YES	YES
Structure and Methodologies	Extensive	Extensive	YES	YES

8. What general software applications have you experience in?

The James Group has extensive experience in general software applications including, but not limited to the following:

- MS Word
- MS Access
- MS Visio
- MS Excel
- MS Powerpoint
- MS Publisher
- MS Project
- Powerbuilder
- Open Office Writer
- Open Office Calc
- Open Office Impress
- Open Office Draw
- Open Office Base
- Open Office Math
- Photoshop
- Corel
- Adobe Creative Suite

9. Please describe any experience and deployed solutions in each of the following specific technologies below.

Listed below is the extent of our knowledge and training The James Group can offer for each of the following categories.

Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
Help Desks solutions / technologies	Extensive	Extensive	YES	YES
Data development	Extensive	Extensive	YES	YES
Data Analysis	Extensive	Extensive	YES	YES
Data modeling	Extensive	Extensive	YES	YES
Facilitating and consulting	Extensive	Extensive	YES	YES
Photogrametry and remote sensing	N/A	N/A	N/A	N/A
Data collection and clean up mapping	Extensive	Extensive	YES	YES
GIS /ESRI Software Mapinfo	Extensive	Extensive	YES	YES
Electronic Commerce / EDI	Extensive	Extensive	YES	YES
Document management	Extensive	Extensive	YES	YES
Telecommunications wide area network	Extensive	Extensive	YES	YES
Biometrics	N/A	N/A	N/A	N/A
Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

9 – Administration

The James Group can meet all your administrative needs. We can perform database administration on various databases and provide you excellent design, installation, and support for your LAN/WAN, Operating System and Messaging Platform. We also can perform administration activities related to web infrastructure components, such as web server, application server, search engines, etc.

1. How do you intend to provide the resources required by this ITQ?

The James Group understands the importance of integrating high quality technical skill-sets within an established team environment to produce the best end product for our clients. The James Group has a core business model to assess, communicate, develop, and follow through on their project development.

The James Group currently is staffed to meet all our customer's needs. When a need is identified, our SP contract administrator will find the appropriate match to fill the needed opening. The most qualified consultant will be selected based upon the match of skill sets, availability and location of the consultant. The profile of the consultant selected will be sent to the requesting department and an interview will be arranged between the consultant and the requester, if necessary.

2. Identify the SP contract administrator and describe the functions that person will perform.

The SP contract administrator for The James Group is John Conley. His contact information is:

John Conley
110 East Wilson Bridge Road, Suite 260
Worthington, OH 43085
Mobile Phone: (614) 499-8539
Office Phone: (614) 417-1563
Fax Number: (614) 386-2626
Email: john.conley@jamesgrp.com

John's responsibilities include: The State of Iowa's point of contact for all requests for proposals, requests for quotes and augmentation needs; ensuring all terms and conditions of ITQ are strictly adhered to by The James Group, coordinating and submitting any amendments, updates or additions to our quote, point of contact for all communications from State of Iowa to The James Group as it pertains to the above.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

If the necessary staff is not available from our existing group of consultants, the SP contract administrator will work with our aggressive recruiting staff. Our staff constantly networks within the IT industry. We have built several long term strong relationships within this group. When you combine this with our competitive salaries, comprehensive benefits package, challenging work environment, and our commitment to training, The James Group has always been able to recruit the leaders in the IT industry.

These partnerships along with working with various recruiting agencies will ensure that we will have the experienced skill sets required to meet the needs of the State of Iowa.

4. Describe your company's ability to uniquely address problems and issues related to the service category.

Some vendors propose IT solutions without consideration for the existing or future business processes and operations of the client. This is not the case at The James Group, where professionals are skilled in both business and technology and take great care and consideration when making IT proposals. We take the time to consider your existing environment along with your business goals and strategies. We analyze and assess business processes, consider alternative solutions, recommend improvements and implement business process changes. Where new technology systems are needed to improve business processes, we find, create, design, development, implement and support the systems. We can provide technical and/or end-user training on the new processes and technologies.

We also work to ensure the long-term success of your system by providing business continuity planning and disaster recovery preparedness services.

5. Describe your company's practices in adopting client policies and methods.

The James Group takes the time to consider your existing environment along with your business goals and strategies. The James Group has worked with very diverse clients and has adapted well to the various scenarios we have encountered. We are a very flexible organization that can easily adapt to policies, procedures, methods and software that our client is currently following and using. The James Group may change some of its procedures to suit the client's policies and methods. We are a relationship oriented company and do not hesitate to go the extra mile to strengthen the relationship with our clients and ensure their needs are being met.

6. List each type / brand of operating system / communication system you are experienced with in each category below and make comments.

a. Mainframes:

- IBM OS/390
- OS/360

b. Midrange / Minicomputer:

- IBM AS400
- HP 9000
- HPUX

c. Client / Server / Distributed Systems:

- MS Windows 98, NT, 2000, 2003, XP, .Net
- UNIX / LINUX / BSD
- HP 9000
- HPUX
- IBM RS/6000
- Solaris
- AIX
- Tru64
- VMware
- Oracle VM
- Xen
- Citrix

d. Desktop:

- Microsoft Windows (various versions)
- LINUX
- VMware ACE
- VMware VDI
- MS Terminal Server
- Citrix

e. LAN:

- Novell
- TCP/IP protocols
- Microsoft
- LINUX

f. Languages and DBMS:

- C#
- MS Visual C++
- Java
- JavaScript
- Visual Basic 6.0
- VBScript
- T-SQL, PL/SQL
- MS SQL
- MySQL
- HTML
- XML
- UNIX Shell Scripting
- Cold Fusion
- APEX – Oracle Application Express
- Delphi
- PHP
- Pearl
- RDBMS
- Oracle
- Powerbuilder

Listed below is the extent of knowledge and training The James Group can offer for each of the following categories.

Category	Extent of Knowledge	Extent of Training	Perform Without Guidance	Able to Train Others
Mainframes	Extensive	Extensive	YES	YES
Midrange / Minicomputers	Extensive	Extensive	YES	YES
Client / Server / Distributed Systems	Extensive	Extensive	YES	YES
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- MS Excel
- MS Powerpoint
- MS Publisher
- MS Project
- Powerbuilder
- Open Office Writer
- Open Office Calc
- Open Office Impress
- Open Office Draw
- Open Office Base
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Data collection and clean up mapping	Extensive	Extensive	YES	YES
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Electronic Commerce / EDI	Extensive	Extensive	YES	YES
Document management	Extensive	Extensive	YES	YES
Telecommunications wide area network	Extensive	Extensive	YES	YES
Biometrics	N/A	N/A	N/A	N/A
Wireless networking	Extensive	Extensive	YES	YES
IT staffing	Extensive	Extensive	YES	YES
Graphic / web design	Extensive	Extensive	YES	YES

C O S T D A T A S H E E T S

1 – Strategy / Vision / Consulting

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 1 Strategy / Vision / Consulting	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Architect	\$180
Subject Matter Expert	\$150
Business Consultant / Analyst	\$120

2 – Project Management

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 2 Project Management	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Program Manager	\$200
Project Manager	\$150
Project Administrator	\$130
Technical Writer	\$100

3 – Design / Planning

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 3 Design / Planning	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Architect / Technology Lead	\$180
Developer	\$150
Senior Developer	\$175
Junior Developer	\$120
Engineer	\$150
Senior Engineer	\$200
Junior Engineer	\$120
Emerging / Niche Technology	\$150
Senior Emerging / Niche Technology	\$180
Junior Emerging / Niche Technology	\$120

4 – Developing

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 4 Developing	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Developer	\$150
Senior Developer	\$175
Junior Developer	\$120
Engineer	\$150
Senior Engineer	\$200
Junior Engineer	\$120
Emerging / Niche Technology	\$150
Senior Emerging / Niche Technology	\$180
Junior Emerging / Niche Technology	\$120

5 – Testing

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 5 Testing	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Test Planning	\$150
Quality Assurance	\$120

6 – Implementation

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 6 Implementation	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Implementation Planning	\$150
Developer	\$150
Senior Developer	\$175
Junior Developer	\$120
Engineer	\$150
Senior Engineer	\$200
Junior Developer	\$120
Emerging / Niche Technology	\$150
Senior Emerging / Niche Technology	\$180
Junior Emerging / Niche Technology	\$120

7 – Training

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 7 Training	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Product Building	\$120
Classroom Delivery	\$100
Online / CBT	\$120
Field Delivery	\$100

8 – On-Going Support

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 8 On-Going Support	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Help Desk Support	\$80
On-Site Support	\$80
On-Call Support	\$50

9 – Administration

COST DATA SHEET FOR: ITQ Number: BD80200S102, Version 1.0	
FOR SERVICE CATEGORY: 9 Administration	
COMPANY NAME: The James Group	DATE: 12/21/2007
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Database	\$100
LAN / WAN	\$100
Operating System	\$100
Web	\$100
Messaging	\$100
Security	\$100
Emerging / Niche Technology	\$150



S I G N A T U R E P A G E S

Copy 1

I / we as undersigned agree to the terms and conditions of the aforementioned ITQ #BD80200S102 and if our response is accepted, to furnish any and all services upon which cost data has been submitted. Any material misstatement in our response shall be treated as fraudulent concealment from the STATE of the facts relating to this ITQ.

Name of Entity / Person Submitting Proposal: The James Group / John Conley

Mailing Address: 110 East Wilson Bridge Road, Suite 260, Worthington, OH 43085

Phone: (614) 417-1563 Fax (614) 386-2626 Email: Kevin.Leahy@jamesgrp.com

☐ If Individual: SIGNATURE: _____

Date: _____

Social Security Number: _____

☐ If Partnership: Names: _____

Social Security Numbers: _____

☐ If Partnership: Names: _____

Social Security Numbers: _____

SIGNATURES of PARTNERS: _____

Date: _____

Date: _____

☒ If Corporation: Corp ID#: 83-0398969

State: _____

SIGNATURE: _____

Date: 12/21/2007

Name and Title -type written: J. Kevin Leahy, Managing Partner

I / we consent to service of process by certified or register mail addressed to our designated agent as required by Part 2.13-i of the Terms and Conditions of the ITQ. I / we appoint

_____ at _____ as our agent to receive service of process.

WITNESS

SIGNATURE: _____

Title: _____

Date: _____

The STATE of Iowa, acting through the undersigned officer(s), hereby accepts the foregoing response to the ITQ and pre-approves the SP named for agency requests for proposals using this agreement. This acceptance and the SP's response for the above referenced ITQ and related POs, including the terms and conditions of the ITQ constitute a binding contract between the STATE and the SP.

CT _____ Vendor ID# _____ ☐ CONDITIONAL TSB

Evaluation Committee Chairperson: _____

Date: _____

DGS Purchasing Div. Administrator: _____

Date: _____

Purchasing Agent / Issuing Officer: _____

Date: _____



Copy 2

I / we as undersigned agree to the terms and conditions of the aforementioned ITQ #BD80200S102 and if our response is accepted, to furnish any and all services upon which cost data has been submitted. Any material misstatement in our response shall be treated as fraudulent concealment from the STATE of the facts relating to this ITQ.

Name of Entity / Person Submitting Proposal: The James Group

Mailing Address: 110 East Wilson Bridge Road, Suite 260, Worthington, OH 43085

Phone: (614) 417-1563 Fax (614) 386-2626 Email: Kevin.Leahy@jamesgrp.com

☐ If Individual: SIGNATURE: _____

Date: _____

Social Security Number: _____

☐ If Partnership: Names: _____

Social Security Numbers: _____

☐ If Partnership: Names: _____

Social Security Numbers: _____

SIGNATURES of PARTNERS: _____

Date: _____

Date: _____

☒ If Corporation: Corp ID#: 83-0398969

State: _____

SIGNATURE: _____

Date: 12/21/2007

Name and Title -type written: J. Kevin Leahy, Managing Partner

I / we consent to service of process by certified or register mail addressed to our designated agent as required by Part 2.13-i of the Terms and Conditions of the ITQ. I / we appoint

_____ at _____ as our agent to receive service of process.

WITNESS

SIGNATURE: _____

Title: _____

Date: _____

The STATE of Iowa, acting through the undersigned officer(s), hereby accepts the foregoing response to the ITQ and pre-approves the SP named for agency requests for proposals using this agreement. This acceptance and the SP's response for the above referenced ITQ and related POs, including the terms and conditions of the ITQ constitute a binding contract between the STATE and the SP.

CT _____ Vendor ID# _____ ☐ CONDITIONAL TSB

Evaluation Committee Chairperson: _____

Date: _____

DGS Purchasing Div. Administrator: _____

Date: _____

Purchasing Agent / Issuing Officer: _____

Date: _____

ADDITIONAL ATTACHMENTS

ACORD CERTIFICATE OF LIABILITY INSURANCE				OP ID J3 JAMGR-1	DATE (MM/DD/YYYY) 10/29/07
PRODUCER Neace Lukens - Columbus 285 Cozzins Street Columbus OH 43215 Phone: 800-664-0772 Fax: 614-224-0732		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
INSURED The James Group LLC 110 E. Wilson Bridge Road Worthington OH 43085		INSURERS AFFORDING COVERAGE INSURER A: Hartford Insurance Group INSURER B: INSURER C: INSURER D: INSURER E:		NAIC # 22357	
COVERAGES					
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC	33SBARK7691	09/20/07	09/20/08	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300000 MED EXP (Any one person) \$ 10000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMPROP AGG \$ 2000000 Emp Ben. 1000000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	33UECTI8248	09/20/07	09/20/08	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY AGG \$
A	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$10000	33SBARK7691	09/20/07	09/20/08	EACH OCCURRENCE \$ 1000000 AGGREGATE \$ 1000000 \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	33SBARK7691	09/20/07	09/20/08	WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1000000 E.L. DISEASE - EA EMPLOYEE \$ 1000000 E.L. DISEASE - POLICY LIMIT \$ 1000000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS Certificate Holder is included as an additional insured with respect to the General Liability.					
CERTIFICATE HOLDER West Virginia University c/o Purchasing, Contracts, & Payment Services P.O. Box 6024 Morgantown WV 26506			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>Sharon Conway</i>		

ACORD 25 (2001/08)

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